



## **LIVINGSTON BOARD OF EDUCATION VOTING/WORKSHOP MEETING AGENDA**

February 6, 2024

Executive Session - Administration Building - 6:15 p.m.

Public Session - Administration Building - 7:00 p.m.

### **I. OPEN SESSION**

#### **A. Call to Order – Pamela Chirls, President**

#### **B. Reading of Meeting Notice**

Adequate notice of this meeting has been provided by amendment to notice approved at the Board's reorganization meeting on January 3, 2024 and posted at the Board of Education office and communicated to *The Star Ledger*, *West Essex Tribune*, *TAPinto Livingston* and the Livingston Township Clerk.

#### **C. Executive Session**

**Whereas**, the Open Public Meetings Act, N.J.S.A. 10:4-11, permits the Board of Education to meet in closed session to discuss certain matters; now, therefore be it

**Resolved**, that the Livingston Board of Education adjourns to closed session to discuss:

- student and legal matters and personnel

Action may be taken upon return to the public session. The full length of the meeting is anticipated to be approximately 45 minutes; and be it

**Further Resolved**, the minutes of this closed session be made public when the need for confidentiality no longer exists.

### **ROLL CALL VOTE**

#### **D. Pledge of Allegiance / Roll Call**

#### **E. Public Comment on Agenda Items**

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest. To protect the privacy of all students and staff, concerns regarding individual students and staff members should generally be addressed by first meeting with the appropriate administrative staff.

In order to permit the fair and orderly expression of such comment, the Board shall provide a period for public comment at every meeting of the Board.

Public participation shall be permitted only as indicated in accordance with Board Bylaw No. 0167.

Public participation shall be extended to residents of this district, persons having a legitimate interest in the actions of this Board, persons representing groups in the community or school district, representatives of firms eligible to bid on materials or services solicited by the Board, and employees and pupils of this district, except when the issue addressed by the participant is subject to remediation by an alternate method provided for in policies or contracts of the Board.

Public participation is not an opportunity to engage in a dialogue with the Board and shall be governed by the following rules:

1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, municipality of residence, and group affiliation, if appropriate;
2. A participant is limited to three (3) minutes' duration; elapsed time will be determined through the use of a timing device operated by the Board Secretary;
3. No participant may speak more than once and there shall be no yielding of time among speakers;
4. All statements shall be directed to the presiding officer; no participant may address or question Board members individually;
5. There shall be no cross dialogue between the participant and the Board and/or Administration;
6. Upon conclusion of a participant's remarks, the presiding officer will acknowledge the individual's remarks and may respond and/or direct a member of the Administration to respond to an inquiry following the participant's remarks or at the conclusion of the public participation session.

The presiding officer may:

- a. Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive, obscene, or irrelevant;
- b. Request any individual to leave the meeting when that person does not observe reasonable decorum;
- c. Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
- d. Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action; and
- e. Waive these rules when necessary for the protection of privacy or the efficient administration of the Board's business.

N.J.S.A. 2C:33-8

N.J.S.A. 10:4-12

## II. RECOMMENDATIONS FOR APPROVAL

### 1. PROGRAM/CURRICULUM

The Superintendent recommends the following:

#### 1.1 Dissertation Site Permission

**Resolved**, that the Livingston Board of Education approves *Nicholas Brooks*, Doctoral Candidate of the American College of Education, to give approximately 60 Algebra II students a short assessment examining graphing calculator competency as part of his dissertation research.

## ROLL CALL VOTE

### 3. BUSINESS

The Superintendent recommends the following:

#### 3.1 Termination of Participation under the SEHBP

**Resolved**, that the Livingston Board of Education approves the resolution to terminate the district's participation under the SEHBP as shown on **Attachment A**.

### **3.2 Club Trips**

**Resolved**, that the Livingston Board of Education approves the addition of *Rita Ricciardi* as a chaperone to approximately 47 members of the Ski and Snowboarding Club on daily ski trips to Camelback Resort in Tannersville, PA, on February 18, 2024 and March 4, 2024, at no cost to the district.

### **3.3 Purchases - R&D Data**

**Resolved**, that the Livingston Board of Education approves PO# 24-01661 and PO# 24-01979 in the amounts of \$181,837.74 and \$6,498.83, respectively, for the lease purchase of technology equipment, licenses and subscriptions.

### **3.4 Purchase - CDW-G**

**Resolved**, that the Livingston Board of Education approves Requisition# 24-02500 in the amount of \$662,062.50 for the lease purchase of Acer Chromebooks and services for the class of 2028 and 2032.

### **3.5 Certification of 2023-24 SDA Grant**

**Resolved**, that the Livingston Board of Education authorizes the Business Administrator to certify the district's receipt of funding from the New Jersey Schools Development Authority and the Department of Education for emergent projects and capital maintenance projects in the amount of \$153,845.

### **3.6 Amended Submission of American Rescue Plan (ESSER III) Grant Application**

**Resolved**, that the Livingston Board of Education approves the submission of the **amended** American Rescue Plan-ESSER III Grant Application to the New Jersey Department of Education for approval. The amendment includes expanding the use of funds for the ARP ESSER allocation to include non-instructional software, additional instructional supplies and consultants.

## **ROLL CALL VOTE**

### **4. PERSONNEL**

The Superintendent recommends the following:

#### **4.1 Resignations & Retirements**

**Resolved**, that the Livingston Board of Education accepts the resignations of:

<b>Name</b>	<b>Position</b>	<b>Reason</b>	<b>Location</b>	<b>Last Day of Employment</b>
<i>Amedeo Ciminnisi</i>	Teacher of Music	Retirement	LHS	June 30, 2024
<i>Nancy Ciminnisi</i>	Teacher of Music	Retirement	LHS	June 30, 2024
<i>Robin Altomare</i>	TOSD	Retirement	HMS	June 30, 2024

Name	Position	Reason	Location	Last Day of Employment
Laurence Seltzer	Teacher of French	Retirement	MPMS	June 30, 2024
Ellen Goldstein	Teacher of Spanish	Retirement	MPMS	September 30, 2024
Tasmire Leslie	ABA Discrete Trial TA	Resignation	BHE	February 2, 2024
Lucia Ammerata	ABA Discrete TA	Resignation	BHE	February 29, 2024
Elysa Ruderman	Life Skills TA	Resignation	LHS	February 16, 2024

#### 4.2 Leaves of Absences

**Resolved**, that the Livingston Board of Education approves the leaves of absences of:

Name	Location	Position	LOA w/pay and benefits	LOA w/o pay, but with benefits (if applicable)	Extended LOA w/o pay or benefits	Return Date
Jennifer Loniewski*	CO	Director of Elementary C&I	10/30/2023-11/15/2023	11/16/2023-2/19/2024**	NA	2/20/2024
Elizabeth Waldron*	Collins	Instructional Aide	1/23/2024-1/29/2024	1/30/2024-2/15/2024**	NA	2/16/2024

\*as amended from a previous agenda

\*\*Designates time counted toward NJFLA/FMLA

#### **ROLL CALL VOTE**

#### 5. MISCELLANEOUS

The Superintendent recommends the following:

##### 5.1 HIB Report

**Resolved**, that the Livingston Board of Education accepts the findings of HIB cases.

#### **ROLL CALL VOTE**

#### F. Superintendent's Report

1. Budget Preview
2. Update on Diversity, Equity and Inclusion - Dr. Shelley Zion

#### G. Public Participation on Equity Audit

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest. To protect the privacy of all students and staff, concerns regarding individual students and staff members should generally be addressed by first meeting with the appropriate administrative staff.

In order to permit the fair and orderly expression of such comment, the Board shall provide a period for public comment at every meeting of the Board.

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N.J.S.A. 2C:33-8  
N.J.S.A. 10:4-12

### **III. ADJOURNMENT**

#### **EXECUTIVE SESSION**

**Whereas**, N.J.S.A. 10:4-1 et seq., also known as the "Sunshine Law," authorizes a public body to meet in executive or private session under certain limited circumstances, and

**Whereas**, said law requires the Board to adopt a resolution at a public hearing before it can meet in such an executive or private session, now, therefore, be it

**Resolved**, by the Livingston Board of Education that:

- (A) It does hereby determine that it is necessary to meet in executive session on February 6, 2024 to discuss the matters stipulated, in conformance with the subsections of said act which are indicated.
1. Matter rendered confidential by federal law, state statute or rule of court.
  2. Matter in which the release of information would impair a right to receive federal funds.
  3. Matter, the disclosure of which would constitute an unwarranted invasion of individual privacy unless the individual concerned shall request in writing that the same be disclosed publicly.
  4. Collective bargaining matters.
  5. Matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates, etc. where it would adversely affect the public interest if discussion were disclosed.
  6. Tactics and techniques utilized in protecting public property where disclosure could impair protection.
  7. Investigation of violations or possible violations of law.
  8. Pending or anticipated litigation or contract negotiation other than collective bargaining agreement.

9. Personnel matters unless the individual employees or appointees affected requested that such matter be discussed at a public meeting.
  10. Deliberations occurring after a public hearing that may result in the imposition of a specific civil penalty.
- (B) The matters discussed will be made public when confidentiality is no longer required and formal action pursuant to said discussion shall take place only at a meeting to which the public has been invited.
- (C) No action will be taken.

## LBOE Agenda Planning/Future Agenda Items

### JANUARY

#### Meetings and Workshops

- Board Reorganization
- Election of Board Officers
- Board Member Committee Assignments
- BOE Meeting Calendar
- LPS Budget Calendar
- Submission of Financial Disclosure
- Mandatory Training Requirements
- Review of ACFR or Action Items

#### Presentations

- LHS Report on Graduates from Counseling
- Annual Comprehensive Financial Report

#### Professional Development

- Code of Ethics with BOE Attorney

#### Executive Sessions

- BOE Retreat
- Establish CSA Evaluation Schedule

### FEBRUARY

#### Meetings and Workshops

- Academic Calendar Discussion, two years out

#### Presentations

- Update on Diversity, Equity, and Inclusion
- District Goals: Mid-Year Update
- First Presentation of LPS Budget
- Second Presentation of LPS Budget

#### Executive Sessions

- CSA Evaluation Process: Meet with the NJSBA representative and review the CSA evaluation process and timeline

### MARCH

#### Presentations

- Third Presentation of LPS Budget
- Fourth Presentation of LPS Budget
- Final Presentation and BOE Adoption of Tentative Budget (before the deadline to Essex County)
- Board Goals Update

#### Executive Sessions

- NJSBA CSA Evaluation (to meet July 1st statutory deadline for CSA evaluation)
- NJSBA Board Self-Evaluation

### APRIL

#### Meetings and Workshops

- Public Hearing and Adoption of Budget
- Subscription Bus Pricing
- Safety Grant
- Comprehensive Equity Plan (every 3 years/SOA annually)

#### Presentations

- Superintendent Goals Planning and Update

#### Executive Sessions

- Board and CSA pre-conference for evaluation

### MAY

#### Meetings and Workshops

- Livingston Education Association: Second Conference
- Personnel Appointments
- Governor's Educator of the Year Ceremony
- Annual Appointments
- Sale of SRECs
- General Education Out-of-District Tuition Rates
- New Jersey State Interscholastic Athletic Association

#### Presentations

- End-of-Year District Goals Report (by CSA)

#### Executive Sessions

- Board Self-Evaluation
- CSA Evaluation Process
- Tenure Recommendations (BOE Review of Files)
- End-of-Year, All-Staff Review

### JUNE

#### Meetings and Workshops

- LHS Student Representative to BOE
- Staff Retirement Ceremony
- Seal of Biliteracy
- Non-Affiliated Appointments
- Summer Appointments (work, project, curriculum)
- Compliance with PL 2015, Chapter 47
- Transfer of Current Year Surplus to Capital Reserve
- Bus Evaluation Drills Report

#### Presentations

- SEPAC
- End-of-Year Report on Board Goals (by BOE)
- Board Self-Evaluation, review, and reflection

#### Executive Sessions

- CSA Evaluation
  - CSA completes CSA Evaluation
  - BOE completes CSA Evaluation
  - CSA and BOE meet to discuss CSA Evaluation

### JULY

#### Meetings and Workshops

- Property, Liability, and WC Insurance
- Board Goals and Action Plans
- District Professional Development Plan
- Review and Approval of Curriculum Writing Plans and Process

### AUGUST

#### Meetings and Workshops

- Open Campus Lunch

#### Presentations

- Enrollment Update
- District Goals and Action Plans
- Student progress at key grade levels and the NJ Student Learning Standards results, including the performance of student subgroups on state tests as appropriate and allowable.

## **SEPTEMBER**

### **Meetings and Workshops**

- Board Goals
- Mentoring Plan
- Remote Learning Plan

## **OCTOBER**

### **Meetings and Workshops**

- Approval of Nursing Services Plan
- Livingston Education Association: First Conference
- Annual review of MOA and law enforcement operations with the Board President
- Public Hearing of District and School HIB Self-Assessment Report

### **Presentations**

- Summer Curriculum Writing
- NJSLA Results

## **NOVEMBER**

### **Meetings and Workshops**

- Board Budget Goals
- Technology Plan: review and approval
- Comprehensive Maintenance Plan: review and approval

### **Presentations**

- LPS Assessment Update

## **DECEMBER**

### **Meetings and Workshops**

- QSAC SOA

### **Presentations**

- National Merit Semi-Finalists Recognition Ceremony
- New LPS Course Offerings

### **Professional Development**

- New BOE member orientation

HB-0169-0923



State Health Benefits Program (SHBP)  
School Employees' Health Benefits Program (SEHBP)

**RESOLUTION**

To be completed by the employing agency's Certifying Officer.

**A resolution to terminate all participation under the SHBP and SEHBP (including prescription drug plan and/or dental plan coverage).**

BE IT RESOLVED:

1. The \_\_\_\_\_ *Corporate Name of Employer* \_\_\_\_\_ *SHBP/SEHBP Employer Location Number* hereby resolves to terminate its participation in the Program (Medical Plan, Prescription Drug Plan, and/or Dental Plan coverage) thereby canceling coverage provided by the SHBP and/or SEHBP (N.J.S.A. 52:14-17.25 et seq.) for all its active and retired employees.
2. We shall notify all active employees of the date of their termination of coverage under the Program.
3. We understand that the New Jersey Division of Pensions & Benefits (NJDPB) will notify retired employees of the cancellation of their coverage.
4. We understand that all COBRA participants will be notified by the NJDPB and advised to contact our office concerning a possible alternative health, prescription drug, and dental insurance plan.
5. We understand that this resolution shall take effect the first of the month following a 60-day period beginning with the receipt of the resolution by the State Health Benefits Commission or School Employees' Health Benefits Commission.

I hereby certify that the foregoing is a true and correct copy of a resolution duly adopted by the:

\_\_\_\_\_ *Corporate Name of Employer* \_\_\_\_\_ *Phone Number*

\_\_\_\_\_ *Street Address* \_\_\_\_\_ *City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip Code*

\_\_\_\_\_ *Print Name* \_\_\_\_\_ *Official Title* \_\_\_\_\_ *Email Address*

\_\_\_\_\_ *Signature* \_\_\_\_\_ *Date* / /

\_\_\_\_\_ *Number of Employees* \_\_\_\_\_ *Employer's State Employer Identification Number (EIN)*

Please complete page 2 of this form.



State Health Benefits Program (SHBP)  
School Employees' Health Benefits Program (SEHBP)  
**RESOLUTION**

**Please complete and comply with the following:**

Type of funding method with the new contract:

- Conventionally insured \_\_\_\_\_
- Minimum premium \_\_\_\_\_
- Administrative Services Only (ASO) \_\_\_\_\_
- Other (please list) \_\_\_\_\_  
\_\_\_\_\_
- New Health Carrier \_\_\_\_\_
- New Prescription Drug Carrier \_\_\_\_\_
- New Dental Plan Carrier \_\_\_\_\_
- Reason for termination from the SHBP/SEHBP \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

In accordance with N.J.S.A. 18A:16-21 and 40A:10-25, you must file a copy of your new contract with the State Health Benefits Commission or School Employees' Health Benefits Commission. Please submit a copy of the new contract with this completed resolution.

**Mail Completed Resolution to:**                    **New Jersey Division of Pensions & Benefits**  
   **Health Benefits Bureau**  
   **P.O. Box 299**  
   **Trenton, NJ 08625-0299**